

Date: December 13, 2007

Attention: Gene Baietto, Manager, Purchasing/Central Services

From: Sally Nusslock, Health Department

Subject: Health Risk Appraisal Vendor Selection Process

Dawn Weimar, one of our HRH consultants, initially put together a matrix of possible vendors for Health Risk Appraisals (HRAs). Based off of her information and information that Shelly Zajdel, our Wellness Coordinator, had from various sources we invited four local vendors in to do a presentation and respond to a RFP.

Our cost analysis is based on 500 employees participating. We have approximately 570 active employees. Typically participation rates are low unless an incentive is offered. With an incentive the participation rates approach 85 - 90%.

All four vendors indicated they can meet our timelines and RFP criteria. In reviewing the responses we found that Aurora and Workforce Health are comparable in price and services. If we went just on cost Aurora is slightly lower.

We would like to contract with Workforce Health even though their price is slightly higher. The reasons for selecting Workforce Health are:

- The assessment tool questions are appropriate and more user friendly for our employees.
- The assessment tool is from a Wellsource, a well-known HRA source. As we expand our program in the future to spouses and retirees we can acquire the software and forms and administer it through the Health Department at a lower cost.
- Workforce Health will have registered nurses that will review individual results with employees. Aurora indicated may have exercise physiologists or nutritionists rather than registered nurses do the results.